

DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

SECOM-D-033

21 February 1984

MEMORANDUM FOR: Physical Security Working Group Members

FROM:

[redacted]

Chairman

SUBJECT: Physical Security Seminar Planning

1. To ensure timely administration of the Seminar for 30 April - 4 May 1984, the following information concerning nominees must be provided to the SECOM Staff by letter no later than 23 March 1984.

- a. Full name and proper title (for access [redacted] and use on certificates of completion).
- b. Social Security Number.
- c. Work address.
- d. Clearance status ([redacted] required). Clearance should be submitted to CIB to pass to SECOM ([redacted]), 7B31 Headquarters Building.

2. Unless informed to the contrary, we shall plan for all Seminar participants to arrive [redacted] on Sunday evening. By 13 April 1984, please provide the dates you plan to attend the Seminar and your need for overnight accommodations [redacted]

3. The final schedule, including the identity of all speakers and panelists, will be forwarded to you when established. ^

[redacted]